

476512/19/05

Revised

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

TITLE: UTILITIES ELECTRIC METER TECHNICIAN

DEFINITION

Under general supervision, to perform journey level skilled technical work in the installing, cleaning, testing, calibrating, repairing, and maintaining of single and poly-phase meters used in residential, commercial, and industrial facilities; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

The Utilities Electric Meter Technician is the journey level class in the Utilities Electric Meter Technician series. Incumbents perform journey level work on single and poly-phase electric meters in residential, commercial, and industrial facilities.

REPORTS TO: Utilities Senior Electric Meter Technician and Utilities Electric Meter Supervisor

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Utilities Senior Electric Meter Technician and Utilities Electric Meter Supervisor. May exercise lead direction over lesser-skilled Utilities Electric Meter Apprentices.

EXAMPLES OF DUTIES

Typical duties may include, but are not necessarily limited to, the following:

- Test, clean, repair, calibrate, and rebuild single and poly-phase meters in the shop.
- Keep records of meters tested and repaired.
- Install, repair, and test electrical meters in the field including the investigation of customer complaints.
- Make special power and load surveys on customer's property pertaining to load, power factor, and voltage; read and record changes on recording demand meters.
- Test poly-phase and single-phase meter transformers in the field; make detailed work reports.

QUALIFICATIONS

Knowledge of:

- Methods, materials, and tools used in general electrical and electronic repair work including knowledge of electric circuits and wiring systems.
- Method and materials used in complex meter work including poly-phase meters.
- Mechanisms of electric meters and the ability to use this knowledge in the testing and repair of meters.
- Occupational hazards and safety precautions necessary in such work.

Ability to:

- Understand and carry out oral and written instructions.
- Test, install, and repair complex meters including poly-phase meters.

- Read and understand schematic drawings.
- Use and care for tools and testing equipment; use good finger dexterity and eyesight in order to work with delicate instruments.
- Work overtime as required.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to the completion of the twelfth grade.

Experience: Two years of Utilities Electric Meter Technician experience including the repair, maintenance, installation, calibration, and testing of single and poly-phase meters used in a variety of facilities.

OR

Completion of a recognized apprenticeship in Utilities Electric Meter Technician work.

MEDICAL CATEGORY: Group 2

NECESSARY SPECIAL REQUIREMENT

Possession of, or ability to obtain, an appropriate, valid Class "C" California Motor Vehicle Operator's License.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Utilities Electric Meter Technician

TO: Utilities Senior Electric Meter Technician